



2017 Tax Year Student Non-Tax Filer's Statement

The instructions and certifications below apply to the student and spouse, if the student is married.

This non-filing statement should be completed if you and/or your spouse will not, did not, and **are not required** to file a 2017 federal tax return with the IRS. Once completed and signed, return this form, along with the required documentation as outlined below, to Student Financial Services via mail, fax, or email. **Please note that emailed forms must be signed and scanned. Electronic signatures are not accepted.**

Student Information (please print):

Student's Name: _____ NU ID or SSN: _____

Spouse's Name: _____ SSN: _____
(If applicable)

Check the box that applies and submit the necessary documentation with this form:

- The student and spouse, if applicable, were not employed and had no income earned from work in 2017.
 - **Submit a 2017 IRS Verification of Non-filing Letter, if required, for each individual who did not file a tax return.**
To determine if you are required to submit an IRS Verification of Non-filing Letter, log into your myNortheastern portal, choose "My Financial Aid Status" and the "Documents" menu option. For instructions on how to request an IRS Verification of Non-filing Letter, visit our website, studentfinance.northeastern.edu/applying-for-aid/undergraduate/next-steps.
- The student and/or spouse were employed in 2017.
 - **Complete the table below.** List the names of all employers, the amount earned from each employer in 2017, and whether a W-2 form was provided. List all employers even if the employer did not issue a W-2.
 - **Attach copies of all 2017 W-2 forms issued to the student and/or spouse by their employers.** If you are not able to obtain a copy of your original W-2 form(s), a copy of your Wage and Income Transcript, which can be requested from the IRS, is acceptable.
 - **Submit a 2017 IRS Verification of Non-filing Letter, if required, for each individual who did not file a tax return.**
To determine if you are required to submit an IRS Verification of Non-filing Letter, log into your myNortheastern portal, choose "My Financial Aid Status" and the "Documents" menu option.

Employer's Name	Amount Earned in 2017	Was an IRS W-2 Provided?	Who Earned the Income?
Suzy's Auto Body Shop (Example)	\$2,000	Yes	Student

**If additional space is needed, provide a separate page with the student's name and NU ID at the top.*

By signing this form, I certify that I did not, will not, and am not required to file a 2017 U.S. federal tax return. In addition, I certify that all of the information reported on this form is complete and accurate.

Student's Signature: _____ Date: _____

Spouse's Signature: _____ Date: _____